

CALIFORNIA DEPARTMENT OF TRANSPORTATION

DUTY STATEMENT

CLASSIFICATION TITLE Caltrans Landscape Maintenance Worker	DISTRICT/DIVISION/OFFICE SOUTHWEST REGION	
WORKING TITLE Caltrans Landscape Maintenance Worker	POSITION NUMBER 904-730-6297	EFFECTIVE

As a valued member of the Caltrans team, you make it possible for the Department to improve the mobility across California by being innovative and flexible; reporting to work regularly and on time; working cooperatively with team members and others; and treating others fairly honestly and with respect. Your efforts are important to each member of the team, as well as those we serve.

GENERAL STATEMENT: Under close supervision of a Caltrans Maintenance Supervisor or designee the incumbent maintains functional and landscape plantings; performs weed control and soil sterilization; operate vehicles requiring a Class C drivers license, such as light trucks, automobiles, highway maintenance, construction or landscape equipment; and do other related work. Incumbents may also be assigned to perform non-equipment operation duties normally assigned to the class Caltrans Maintenance Worker as part of their normal duties.

Must respond to after hour emergency call outs in a reasonable amount of time.

Typical Duties:

Percentage

Essential (E) Marginal (M)

Job Description

- | | |
|-------------|---|
| 40%E | Incumbent is required to mix and apply pesticides. Wear appropriate personal protective equipment during pesticide application. |
| 30%E | Operate and maintain equipment such as one and two ton cargo trucks, pick up trucks, computerized spray rig, 15 passenger vans and two ton shadow vehicles. |
| 30%E | Incumbent will work with crew members performing landscape duties. This is to include but not limited to; ability to cut and prune trees, use a chain saw, pruning shears and other power hand tools. Operate a brush chipper. Incumbent is able to repair and program irrigation systems in landscape areas. Perform manual weeding on sloped and flat areas. Pick up litter by hand. Clean up homeless sites. Dig holes/trenches with a shovel. |

SUPERVISION OVER OTHERS

When assigned, the incumbent will oversee or direct other landscape workers, sheriff work program and San Quentin work crews.

KNOWLEDGE, ABILITIES AND ANALYTICAL REQUIREMENTS

Knowledge of; safety practices and traffic regulations, operations and care of equipment. Must have knowledge of traffic control for moving operations, lane closures and provide shadow protection when required. Must have the ability to learn and operate any new piece of equipment or function. Must be able to respond to emergency situations and use sound judgement. To use and maintain hand and power tools.

CONSEQUENCE OF ERROR/REASONABILITY FOR DECISIONS

Errors in judgement could result in equipment failure or damage. This could also affect the safety of yourself, crew members, the environment and the traveling public. This could result in legal action being taken against the department and yourself.

PUBLIC AND INTERNAL CONTACTS

Incumbent will routinely make contact with the general public. In addition, contractors, Caltrans construction field personnel, other Caltrans work crews MPRO crews and San Quentin Prison Guards.

PHYSICAL, MENTAL AND EMOTIONAL REQUIREMENTS**Physical:**

Incumbent must be physically capable of utilizing hand tools and manual digging tools. Must be able to bend, stoop, twist, pull, grasp, sit, stand, lift, push and pull, drag material while walking and lift heavy material above the head in order to load vehicles. Must be able to walk and/or work on uneven terrain and highly sloped areas. Must be able to wear a respirator and pass a respirator physical.

Mental:

Must be capable of understanding and performing the essential functions of the job in a reasonable and prudent manner using logic and deductive skills to provide an end product that is safe and usable.

Emotional:

Incumbent must have capacity for stable and reasonable interaction with supervisors, fellow workers and the general public during the performance of their duties.

WORK ENVIRONMENT:

Incumbent will be exposed to the following conditions; loud noise; dust; pollen; chemicals; extreme weather conditions; dead animals; moving traffic; vehicle accidents; insects and other environmental conditions associated with Highway Maintenance.

The Incumbent will be required to wear safety equipment such as earplugs, hard hats, move heavy objects, stand or sit for prolonged periods. May also be required to bend, stoop, or kneel. May be required to assist in the clean up in the event of an accident involving drivers and or hazardous spills. May be required to work in confined spaces, homeless areas, hazmat incidents and remove dead animals from right away. Must have ability to develop and maintain cooperative-working relationships, responds

appropriately to difficult situations, recognizes emotionally charged issues or problems, and acknowledge the various responses.

I have read and understand the duties listed above and can perform them with/without reasonable accommodation. (If you believe you may require reasonable accommodation, please discuss this with the hiring Supervisor. If you are unsure if you require reasonable accommodation, inform the hiring Supervisor who will discuss your concerns with the Reasonable Accommodation Coordinator.)

Employee

Date

I have discussed and provided a copy of this duty statement to the employee named above.

Supervisor

Date

ADA Notice For individuals with sensory disabilities, this document is available in other formats. For information Call (916) 654-6410 or TDD (916) 654-3880 or write records and forms management, 1120 N Street, MS 89, Sacramento, CA 95814.